

SCORE – Counselors to America's Small Business

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WORKSHOPS – April, May, June, July 2006

COURSE A – A Half-Day SATURDAY Workshop

Considering Going Into Business – *An Overview of What It Takes To Be In Business*

May 13, 2006 July 8, 2006

See Reverse Side for Location information

Registration from 8:00 AM to 8:30 AM

Workshop from 830 AM to 12:Noon

- * The resources available to help you make a decision
- * What it takes to start and run a business
- * Pitfalls in business to look out for
- * Marketing a new business
- * Where does the money come from to start a business?
- * How many hats will you wear

\$ 30 Pre-paid Registration, 1st person from family/business

\$ 40 At-the-door, 1st person from family/business

\$ 30 Each additional person

COURSE B – A Full-Day THURSDAY Workshop

The Basics of Business – *What It Takes To Be Successful In Business*

April 27, 2006 June 8, 2006 July 27, 2006

See Reverse Side for Location information

Registration from 8:00 AM to 8:30 AM

Workshop from 8:30 AM to 4:30 PM

- * Records: Easy-to-use record keeping that keeps you in control
- * Marketing & Selling – Who sells what to whom and how.
- * Insuring Your Business
- * Business Assistance – Where to get help
- * Management – People and resources
- * Sources of Money – Where to find it and how
- * Legal Structure – Types of legal structure to consider
- * Introduction to Developing a Business Plan

\$ 55 Pre-paid Registration, 1st person from family/business

\$ 65 At-the-door, 1st person from family/business

\$ 50 Each additional person

COURSE C – A Full-Day THURSDAY Workshop

The Nuts & Bolts of How To Do A Business Plan

For those who are ready to start their business plan or who are in business but need to build a business plan

May 4, 2006 June 22, 2006

See Reverse Side for Location Information

Registration from 8:00 AM to 8:30 AM

Workshop from 8:30 AM to 4:30 PM

- * The Need For Planning
- * Elements of a Business plan
- * Financial Planning
- * Organizational Strategies
- * Managerial Strategies
- * How your Marketing Plan fits into Your Business Plan

\$ 55 Pre-paid Registration, 1st person from family/business

\$ 65 At-the-door, 1st person from family/business

\$ 50 Each additional person

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REGISTRATION FORM: Please enter the date and applicable fees for the workshop you will be attending

Course A ____ / ____ Workshop

Course B ____ / ____ Workshop

Course C ____ / ____ Workshop

Name _____

First Person Fee \$ _____

Add'l. Name(s) _____

Additional Person(s) \$ _____

Address _____

TOTAL \$ _____

City/State/Zip Code _____

Phone # Day _____ Evening _____

Please give us all the information on the reverse side of this form

ABOUT SCORE

The Portland, Oregon SCORE Chapter celebrated its 40th year in 2005. We were the 11th Chapter to be recognized by the US Small Business Administration hence, we are Chapter 11 – an unusual name for an organization that is dedicated to helping small business.

Chapter 11 has over 90 active, semi-retired, and retired executives to work with clients. They have a wide range of experience in over 65 industries and knowledge of many more due to their years in business working with suppliers and customers.

SCORE offers the following services and activities:

- * One-on-one individual confidential counseling in all aspects of business at our office (9 AM to 4PM Monday through Friday) or, if more convenient for our clients, outside of the office, by phone, or e-mail.
- * A Business Resource Center (BRC) with computers with business applicable software, an extensive library of reference materials and business tapes. Open weekdays only, 9 AM to 4 PM.
- * Workshops on starting and planning a business. (see other side)
- * Speakers for schools, business, and organizations

LOCATION & BUS & PARKING INFORMATION

Saturday Half-day Workshop – Considering Going into Business

Portland State University, School of Business Administration Bldg.
615/631 SW Harrison St (Enter 6th at Harrison or Montgomery) Room 170

Bus List -- Bus # 1, 5, 8, 9, 12, 17, 19, 40, 43, 44, 55, 68, 94Express, Portland Streetcar

Parking – Parking – Free (some Saturdays) 1515 SW Fifth – Enter on Market St. between 5th & 6th Avenues)
(Walk approx 3 blocks S on SW 6th to get to the building)

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Thursday Workshops – Basics of Business & Nuts & Bolts of How To Do a Business Plan

ODS Building, 601 SW 2nd Ave. Room 2030

(Please note some dates and locations or reverse side are tentative – please check with office for current status)

Bus List

15 Inbound – 3rd & SW Washington 51 Inbound – SW 2nd & Alder,
5th & 6th Bus Malls – # 1, 5, 8, 9, 12, 17, 19, 40, 43, 44, 54, 55, 56, 68, 94 Express – stop at SW Morrison or Alder

Light Rail – From East at SW Morrison at 3rd Avenue Stop or from West at SW Yamhill at Yamhill District Stop

Parking – Smart Park – SW 3rd & 4th between Morrison & Alder Streets or at other area parking lots

NOTE Workshop fees includes coffee, tea and rolls

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____ Pre-pay: ____ Cash, check, money order **or** by credit card ____ Visa ____ MasterCard ____ AmExp

Card # _____ Plus 3# _____ Exp Date ____/____

____ Enclosed is my check, cash or money order **or** ____ I will pay at the door by check, cash, Visa or MasterCard

6 ways to reserve your space

- 1) Mail **SCORE** 601 SW 2nd Ave # 950 Portland, OR 97204
- 2) **Fax** it in to SCORE at **(503) 326 -2808**
- 3) **Phone** in your reservation to **(503) 326-5211**
- 4) **Leave** your reservation with a SCORE Counselor
- 5) **Leave** your reservation with the SCORE Secretary
- 6) **E-mail** your reservation to **scorepdx@wa-net.com**

Please make sure the information on the reverse side is completed and correct